

**City of Spokane Office of Police Ombudsman Commission (OPOC)**  
**Special Meeting Minutes August 19, 2105**

5:30pm Commissioner Deb Conklin opened the meeting and welcomed the public.

Conklin reported that she had heard from City Council President Ben Stuckart that the City Council was still in process of finalizing the selection of 5<sup>th</sup> council member.

Commissioner Ladd Smith moved approval of proposed agenda for 8.19.15 meeting. Commissioner A.J. VanderPol seconded motion. Motion passed.

Smith moved to approve minutes from 8/11/15 meeting. VanderPol seconded motion. Motion passed.

**Discussion on interview process**

Attorney Breean Beggs outlined previously proposed schedule of events.

Dialog between commissioners and Meghann Steinfeldson from human resources.

Commissioners requested light lunch for noon community meeting and some food and beverages for two evening meetings. Steinfeldson said that providing was possible if names of attendees were gathered and the cost per person didn't exceed the City's per diem policy of \$11 for breakfast, \$14 for lunch and \$22 for dinner.

VanderPol moved to delegate refreshment planning to Conklin/Smith. Commissioner Scott Richter seconded. Motion passed.

Richter volunteered to bring sign in sheets for all three food events. Conklin clarified that sign in is optional unless people want food.

**Discussion on logistics at forums.**

Conklin requested front table with three candidates and facilitator (commissioner), microphones for tables and a microphone for audience along with chairs.

Richter clarified that any person can attend any community forum regardless of the topic focus of each forum.

Conklin wants candidates to answer the question of what do you care about that caused you to apply for this position as an introduction at initial reception on Wednesday.

Conklin/VanderPol suggested 5 minutes introduction per candidate at each community forum based on the theme of the forum.

**Format for each community forums:**

20 minutes for welcome by facilitator and introductions by candidates;

Conklin will send generic letter to commissioners in draft. Conklin will send email blast out to body camera stakeholder list and other community groups. Richter will send out invitations to law enforcement related groups. Conklin will prepare press release and Beggs will provide to City for distribution.

September 1st regular OPOC meeting will be opportunity to get feedback from community and commissioners will likely set a special meeting for final hiring decision on September 9<sup>th</sup>, pending discussion at next meeting.

Conklin adjourned meeting at 7:30pm.

Submitted by Breean Beggs, approved by Commission on 9/11, 2015

A handwritten signature in black ink, appearing to be 'Breean Beggs', written over a horizontal line.